ELECTIONS BC

A non-partisan Office of the Legislature

Annual Report 2011/12 and Service Plan 2012/13 - 2014/15

Annual Report 2011/12
and Service Plan 2012/13 - 2014/15

ELECTIONS BC
A non-partisan Office of the Legislature

ISBN 978-0-7726-6585-0

ELECTIONS BC
Province of British Columbia

Mailing Address:
PO Box 9275 Stn Prov Govt
Victoria BC V8W 9J6

Location:
Suite 100 – 1112 Fort Street, Victoria BC

Phone: 250-387-5305
Toll-free: 1-800-661-8683/ TTY 1-888-456-5448
Fax: 250-387-3578
Toll-free Fax: 1-866-466-0665
Email: electionsbc@elections.bc.ca
Website: www.elections.bc.ca

August 9, 2012

The Honourable Bill Barisoff
Speaker of the Legislative Assembly
Province of British Columbia
Parliament Buildings
Victoria, British Columbia
V8V 1X4

Honourable Speaker:

I have the pleasure to submit Elections BC's Annual Report for the 2011/12 fiscal year and Service Plan for the 2012/13 – 2014/15 fiscal years. This document reports on the activities Elections BC undertook between April 1, 2011 and March 31, 2012 in support of Elections BC's Service Plan and establishes Elections BC's goals and planned activities for the next three years. This report is filed in accordance with section 13(1)(a) of the *Election Act*.

Respectfully submitted,

Keith Archer, Ph.D.
Chief Electoral Officer
British Columbia

Table of contents

Message from the Chief Electoral Officer 1

The organization 3

Strategic planning and context 6

Planning and performance 10

Elections BC finances (2011/12) 22

Elections BC finances (2012/13 - 2014/15) 26

Appendices 29

- Appendix A: "At-a-glance" projects and activities 2012/13 . . . 30
- Appendix B: Political party registrations and deregistrations . . 32
- Appendix C: Constituency association registrations and deregistrations. . 33
- Appendix D: Orders of the Chief Electoral Officer 35
- Appendix E: Activities of the Chief Electoral Officer 37
- Appendix F: Reports of the Chief Electoral Officer 38

Glossary 39

Message from the Chief Electoral Officer

I am pleased to present Elections BC's Annual Report for 2011/12 and Service Plan for 2012/13 – 2014/15 to the Legislative Assembly.

This combined Annual Report and Service Plan describes the work my office undertook this past year and outlines the priorities and performance measures my office is committed to in the current and following two fiscal years. This new combined report format provides all the relevant information from both standalone reports, but presents it in a way that will provide our stakeholders with a clearer picture of what we have done and where we are going.

Perhaps the most appropriate way to describe my staff in 2011/12 would be "adaptable" and "professional". This past year saw Elections BC administer six on-demand events (the HST Referendum, two recall petitions and three by-elections). The planning culture ingrained at Elections BC enabled staff to effectively and efficiently plan for and deliver these events and support our stakeholders in a most professional manner.

The beginning of the fiscal year also saw Elections BC relocate its headquarters within Victoria. This move will eliminate the costly need to rent additional space in every election cycle to house the temporary staff required to help deliver each general election.

Over the course of the year my staff continued to show their professionalism and adaptability in the face of potential changes to our mandate and the resolution of legal challenges to sections of the *Election Act* regarding third-party advertising, a complaint to the B.C. Human Rights Tribunal, and enforcement activities related to the 2009 General Election.

Despite being faced with these additional activities my staff continued their diligent work towards accomplishing the numerous operational and project responsibilities described in this report.

Continuing on the theme of change, 2011/12 also saw my appointment on September 1, 2011 as the sixth Chief Electoral Officer of British Columbia since the position was established in 1947.

Soon after being appointed I oversaw the production and release of a new strategic plan for 2011-2015 and a report on recommendations for legislative change that reinforced the recommendations made by my predecessors but highlighted the four priorities for the first part of my term.

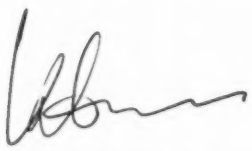
With the writs for the next provincial general election scheduled to be issued early in the next fiscal year, much of our work this year will be focused on preparation for the general election.

Following a recent amendment to the *Election Act* that removed the requirement to conduct a door-to-door enumeration prior to the next scheduled general election, my office has begun to develop a plan for a more effective targeted enumeration that will improve the quality of the voters list and meet the needs of British Columbians. That enumeration will take place in the months prior to the general election.

In addition to event-related activities, my staff will continue with other projects that are consistent with the strategic priorities identified in our most recent strategic plan and outlined in this report. High priority projects include continued updates to, and the modernization of, the Electoral Information System and the Integrated Digital Electoral Atlas, two key systems in our critical electoral information technology infrastructure.

I am confident that the work outlined in this plan will enable the Elections BC team to meet its goals and provide responsible, independent, non-partisan electoral administration to the province of British Columbia.

I look forward to working with my staff to accomplish our goals and live up to our responsibilities and the expectations of Elections BC's stakeholders over the three years outlined in this report, and throughout my term as Chief Electoral Officer of British Columbia.



Keith Archer, Ph.D.
Chief Electoral Officer
British Columbia

August 2012

The organization

Elections BC is an independent, non-partisan Office of the Legislature responsible for conducting provincial general elections, by-elections, referenda, initiative petitions and recall campaigns as detailed in provincial legislation.

For operational purposes, the organization is divided into three streams comprising five program areas.

Chief Electoral Officer

The Chief Electoral Officer has overall responsibility for Elections BC and is the head of the Executive Services program area.

Executive Services

The Executive Services program area provides organizational leadership and is responsible for Orders and Regulations, partnerships, inter-jurisdictional liaison and collaboration and reporting to the Legislative Assembly. Additionally, the program area is responsible for communications and voter outreach, and public education programs regarding voter registration and the electoral process.

Deputy Chief Electoral Officer, Funding and Disclosure

The Deputy Chief Electoral Officer, Funding and Disclosure, has overall responsibility for two program areas: Electoral Finance and Corporate Administration, and Information Technology.

Electoral Finance and Corporate Administration

The Electoral Finance and Corporate Administration program area is responsible for legislation, compliance, enforcement and investigations, political party and constituency association registration, campaign finance reporting, advertising sponsor registration and financial disclosure as well as conducting compliance reviews of political parties, constituency associations, candidates, advertising sponsors, leadership contestants and recall and initiative participants.

The program area is also responsible for corporate administration, warehouse services and human resource services for Elections BC's core group of 44 public service employees and more than 37,000 temporary staff and election officials during major electoral events.

Information Technology

The Information Technology (IT) program area provides information management systems, computer infrastructure and technical services for Elections BC. The program area leads IT planning, develops and implements IT policies, procedures and standards, implements corporate IT initiatives and performs systems operations, administration, security and maintenance.

Deputy Chief Electoral Officer, Electoral Operations

The Deputy Chief Electoral Officer, Electoral Operations, has overall responsibility for two program areas: Corporate Planning and Event Management, and Voter Registration and Boundaries.

Corporate Planning and Event Management

The Corporate Planning and Event Management program area is responsible for the effective and efficient planning and administration of provincial electoral events, including general elections, by-elections, referenda, recall and initiative petitions and initiative votes. This includes ensuring Elections BC is in a constant state of readiness for on-demand events, as well as leading the planning, preparation and administration of scheduled events.

Corporate Planning and Event Management manages Elections BC's District Electoral Officers, coordinates event support activities across other program areas and leads post-event reporting, evaluation and assessment.

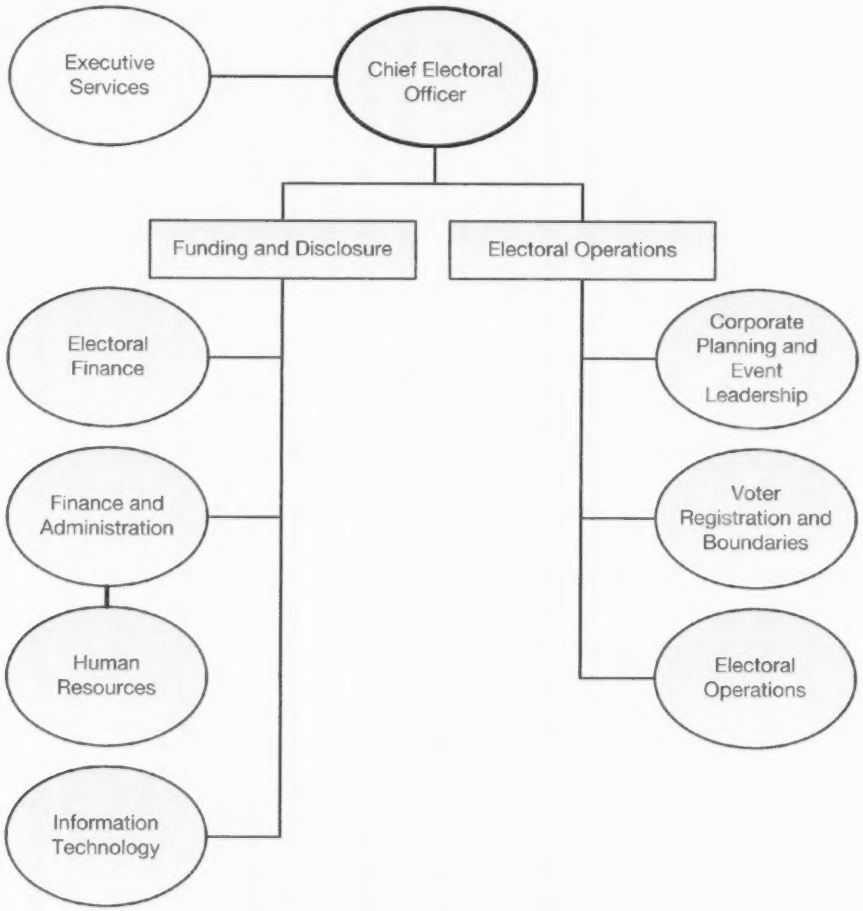
Corporate Planning and Event Management is also responsible for the organization's strategic planning and development and maintenance of Elections BC's planning framework, risk management and performance measurement programs.

Voter Registration and Boundaries

Voter Registration and Boundaries is responsible for voter registration, including enumeration, management and maintenance of the provincial register of voters, maintenance of electoral district and voting area boundaries as well as the production of high-quality electoral data, reports, and other information services.

The Voter Registration and Boundaries program area is also responsible for providing a variety of products and reports necessary for the administration of electoral events including the provincial voters list, an address register, the Integrated Digital Electoral Atlas (INDEA), electoral maps, street indexes and the Location Index, and reports regarding the quality of the voters list.

Organization chart



Strategic planning and context

VISION

To be leaders in electoral administration.

MISSION

To serve democracy in British Columbia through the fair and impartial administration of the provincial electoral process.

MANDATE

To administer the provincial electoral process in British Columbia in accordance with the *Election Act*, *Recall and Initiative Act*, *Referendum Act* and *Constitutional Amendment Approval Act*.

ELECTIONS BC'S CORPORATE VALUES ARE:

- Accountability
- Impartiality
- Independence
- Innovation
- Integrity
- Transparency

By staying true to these corporate values, Elections BC will earn and maintain the trust of its clients and stakeholders.

BUSINESS ENABLERS

Planning and delivering to plan, innovating and implementing lessons learned, earning and maintaining trust.

GOALS

1. Ensure ongoing support and enhancement of the electoral process.
2. Ensure effective and efficient administration of electoral events.
3. Provide an inclusive and accessible electoral process.
4. Be a learning organization that develops and shares best practices.

These goals, which are strategically aligned with the organization's vision and mission, reflect the four key performance areas in which Elections BC must be successful to effectively deliver its mandate. Elections BC's performance in achieving these goals is assessed against performance measures established for each goal.

STRATEGIC PRIORITIES

Elections BC has identified two mission-critical strategic priorities and six enabling priorities for this business cycle. These priorities reflect our organizational and environmental context, and are drivers for what we need to accomplish in order to achieve our vision, mission, mandate and organizational goals. These priorities will enable Elections BC to take a focused approach to deliver on the work envisioned over the next five years.

Mission critical priorities:

1. Ensure Elections BC can successfully deliver scheduled and on-demand events.
2. Ensure the ongoing functionality of critical electoral systems (IT).

Enabling priorities:

3. Improve voting processes to better serve voters and realize efficiencies.
4. Improve the organizational well-being and culture of Elections BC.
5. Provide high-quality services to stakeholders in a manner that is responsive to their needs.
6. Raise public awareness about BC electoral processes.
7. Improve the quality and efficiency of management of the voters list, address data and road network.
8. Improve electoral administrative and management processes.

Elections BC's business cycle

STRATEGIC CONTEXT

Elections BC, entering the third year of the four year business cycle, is focused first on completing the administration of the current by-elections in Port Moody-Coquitlam and Chilliwack-Hope, on preparing for the 2013 Provincial General Election, and on continued readiness for other potential on-demand electoral events. Completion of the administration of the two by-elections is particularly significant, as they included a pilot project to streamline aspects of voter registration, advance and absentee voting. This pilot was determined to be successful and these improvements are being incorporated into planning for the 2013 General Election.

This past year has been one of tremendous challenges for Elections BC. The administration of the mail-based HST Referendum from June through August, 2011, followed by intensive planning and preparation for door-to-door enumeration activities required almost exclusive focus by Elections BC staff, and a re-prioritization of some existing ongoing operational projects. With the repeal, however, of the requirement for a provincial door-to-door enumeration prior to the next general election, the organization's efforts can be focused on delivering a general and targeted enumeration campaign and the May 2013 General Election.

The spring 2012 legislative session also saw amendments to the *Election Act* to the pre-campaign period for fixed-date general elections. Government has referred these amendments to the B.C. Court of Appeal in advance of proclamation to ensure they are consistent with the Charter of Rights and Freedoms. The uncertainty involved in this process means Elections BC must be ready to provide advice to clients and enforce the legislation under either outcome.

Looking ahead, the next several years may also see significant changes in the mandate and responsibilities of Elections BC. It is anticipated that Elections BC will receive a substantial role in overseeing campaign finance for the next local government elections in 2014. Further, in response to the latest recommendations of the Chief Electoral Officer for legislative change, Elections BC may gain the ability to establish a provisional voter register for 16 and 17 year olds, to pilot the use of new technology such as Internet voting, and to make further changes to modernize the current electoral administration model.

Planning and performance

GOAL 1: ENSURE ONGOING SUPPORT AND ENHANCEMENT OF THE ELECTORAL PROCESS

Maintaining organization and systems readiness for scheduled and on-demand events requires cross-program coordination and integration throughout the business and financial cycle. Keeping the electoral and other information systems up to date, maintaining the policy and legislative framework, providing ongoing investments in voter registration and recruiting appropriately skilled staff are critical to the success of Elections BC.

Objectives:

1.1 Ensure the ongoing functioning of critical information systems.

1.2 Maintain a sound infrastructure that meets our organizational needs.

1.3 Ensure efficient and effective management of the voters list, address data and electoral geography.

Key activities for 2012/13:

- Continuing to make long term upgrades to modernize our Electoral Information System (EIS) and geography system (INDEA)
- Implementing a new client relations and correspondence tracking system, improving mailing address accuracy and conducting a voters list quality study, all prior to the 2013 General Election

Key performance measure 1a – Elections BC will maintain a high-quality voters list measured through coverage, currency and net currency.

Performance Measure	2010/11 Actual	2011/12 Target	2011/12 Actual	2012/13 Target	2013/14 Target	2014/15 Target
Voters list quality*						
Coverage	93.5%	91%	93.6%	93%	93%	90%
Currency	85.5%	80%	83.3%	86%	90%**	85%
Net currency	79.9%	73%	78.0%	78%	82%	77%

* Coverage is the percentage of voters on the list compared to the number of eligible voters in the province. Currency is the percentage of voters on the list at the right address. Net currency is the percentage of eligible voters on the list at the right address.

** Elections BC will administer a general and targetted voters list update campaign during the period from March to May 2013. This strategy is designed to maximize the currency and net currency of the voters list immediately before the scheduled May 14, 2013 General Election.

The provincial voters list is a list of the names and residential addresses of the voters registered in each electoral district. A high-quality voters list increases the effectiveness of Elections BC's voter information campaigns (e.g. Where to Vote cards) and improves the voter's experience by providing a streamlined voting process at the voting place. Voters list quality is a key performance measure because a high-quality voters list is vital to the needs of Elections BC and its stakeholders. Net currency of 78% in 2012/13 means that of the estimated 3,264,381 eligible voters in B.C., 2,546,217 individuals will be on the voters list at their correct address, but 718,164 individuals will either not be on the voters list, or will be on the voters list at an old address. Reaching those voters through targeted voter registration activities is the goal of the planned 2013 Enumeration.

Looking back

Province-wide currency is typically at its lowest during this year of the four year election cycle because of the cumulative effect of voters who fail to advise Elections BC of changes to their registration information in the three years since the last general election. However, Elections BC undertook targeted voter registration campaigns in preparation for the by-elections in 2011 and 2012 to ensure the highest possible voters list quality in those electoral districts at those times.

Looking forward

As the 2013 General Election approaches, voters will pay more attention to our voter registration efforts as they recognize the immediate benefits to being on the voters list at the correct address. This will have a positive impact on coverage and currency, which will improve further as voters update their registration in conjunction with voting during the general election at the start of the 2013/14 fiscal year. Province-wide enumeration activities taking place in the final months of the 2012/13 fiscal year will improve the quality of the list ahead of the general election by removing voters no longer resident, registering new voters, and updating the addresses of those voters who have moved.

Key performance measure 1b – Elections BC will measure the compliance of electoral finance clients in meeting filing requirements.

Performance Measure	2010/11 Actual	2011/12 Target	2011/12 Actual	2012/13 Target	2013/14 Target	2014/15 Target
Filing compliance ratio*	98.6%	95%	98.5%	95%	95%	95%

* The ratio is the total number of reports (such as annual reports and event-related reports) filed compared to the total expected by the filing deadline.

The filing compliance ratio tracks the number of financial reports, such as annual reports and event-related reports, filed by the applicable legislated filing deadline compared to the total number of reports expected. The number of reports filed by the deadline does not include reports that were filed by the late filing deadline. Entities that were granted extensions by

Order of the Chief Electoral Officer to the filing deadlines for extenuating circumstances are considered to have filed on time if the report was filed by the extended deadline. These reports are filed by political parties, constituency associations, candidates, leadership contestants, authorized participants to recall and initiative campaigns, and third party advertisers. The results of this performance measure may be influenced by the efforts of Elections BC staff in the form of reminder letters, emails and phone calls to the entities, but ultimately the level of compliance by the entities is out of the control of Elections BC.

Looking back

Of the 203 financing reports required to be filed by the applicable deadlines during 2011/12, 200 clients filed their reports on time.

Looking forward

Based on historical trends, Elections BC anticipates a filing compliance ratio of at least 95% in each of the next three fiscal years. Elections BC will continue with efforts to influence the filing of financial reports by the legislated deadlines.

GOAL 1 HIGHLIGHTS OF 2011/12

Recommendations for legislative change

Elections BC published the *Report of the Chief Electoral Officer on Recommendations for Legislative Change - November 21, 2011*, highlighting four priority recommendations:

- Provisional registration of 16 and 17 year olds
- Elimination of the requirement for province-wide door-to-door enumeration prior to general elections
- Granting the Chief Electoral Officer the authority to trial new voting technologies
- Allow flexibility in staffing voting places

Since the report was published, the Legislature passed amendments to the *Election Act* removing the requirement for a province-wide door-to-door enumeration prior to fixed-date general elections.

Discussion paper: Internet voting

In response to widespread public dialogue, Elections BC tabled a discussion paper to address the question of what Internet voting may mean for B.C. in order to frame the issues for consideration.

Office move

Elections BC moved to a new office in downtown Victoria that will allow the organization to

remain in a single, cost-effective office location, even during a general election when additional staff are hired.

Technology and information systems

Enhancements were made to the Financial Reports and Political Contributions (FRPC) system in 2011/12. FRPC allows for web-based access to both financial reports and the political contributions database.

The ongoing work to migrate parts of the Electoral Information System (EIS) to a more current technology architecture continues. The completion of the project will be delayed until after the 2013 General Election due to competing operational and budget priorities. In the meantime, the parts that have been updated will be put into production alongside unconverted parts.

Elections BC's project to rewrite our current (and proprietary) geographic information system environment (INDEA) to a more standardized environment under the name Electoral Geography System (EGS) encountered a number of challenges which have caused us to embark on a different approach. The new plan will be implemented over a longer period of time and will start with replacing the proprietary elements of INDEA with industry-standard pieces to reduce risk and improve performance. More information about the progress of this project will be contained in future Annual Reports.

Compliance and enforcement

2011/12 saw the resolution of a matter involving the conduct of unauthorized election advertising by a successful candidate's campaign in the Vancouver-Fraserview electoral district during the 2009 General Election. The candidate's campaign manager pled guilty to charges laid by a Special Prosecutor under the *Election Act* and the Criminal Code. He was fined $15,000, given one year's probation and 200 hours of community service. A second individual pled guilty to similar charges and was fined $6,000, given three months probation and 50 hours of community service. The candidate was not charged.

A financial audit of the candidate's campaign found the expenses related to the unauthorized advertising should have been included in the candidate's financial report and that the inclusion of those expenses resulted in the candidate exceeding the election expenses limit. The Member applied to the B.C. Supreme Court for relief from the penalties of loss of the Member's seat in the Legislative Assembly and a financial penalty of double the amount of the over-expenditure. The Court granted relief to the extent that the Member did not lose his seat but did impose the financial penalties and costs.

Strategic Plan, 2011-2015

A new Strategic Plan (2011-2015) was approved that introduced innovation as a sixth core value to Elections BC. Innovation has always been a part of Elections BC's culture but was not previously documented as a core value.

GOAL 2: ENSURE EFFECTIVE AND EFFICIENT ADMINISTRATION OF ELECTORAL EVENTS

Electoral events give British Columbians the opportunity to participate in the democracy of their province. As custodian of that right, Elections BC ensures the efficient and effective administration of electoral events through the implementation of redistributed electoral boundaries, the development of voters lists, organizational readiness and the provision of a wide range of opportunities for eligible voters to participate in events.

Objectives:

2.1 Ensure Elections BC maintains event readiness for scheduled and on-demand events.

2.2 Improve the voting process to better serve voters and realize efficiencies.

2.3 Improve the current model for election administration in the field.

Key activities for 2012/13:

- 2013 General Election preparations
- Voting modernization (advance and absentee voting efficiencies, voter registration improvements and voting place catchment maps)

Key performance measure 2 – Elections BC will report on the percentage of performance goals achieved during the preparation and delivery of scheduled and on-demand events.

Performance Measure	2010/11 Actual	2011/12 Target	2011/12 Actual	2012/13 Target	2013/14 Target	2014/15 Target
Event goal performance	89.5%	80%	86.2%	85%	87%	90%

Effective and efficient administration of electoral events is the core of Elections BC's mission and mandate. Monitoring and achieving performance targets according to established event plans are fundamental to our success as a planning organization. Specific performance goals are identified in each event plan and achievement of these goals determine the performance measure.

Looking back

Performance goals for 2011/12 included readiness and delivery goals related to three by-elections, two recall petitions, the HST Referendum and the 2013 General Election. Of the 29 goals targeted, Elections BC achieved 25, or 86.2%, exceeding the target of 80%. Performance goals reflected in last year's target include ensuring District Electoral Officers were appointed and appropriately trained in time for the by-elections, that 95% of HST voting packages were inducted into the mail stream by the planned date and that the recall petitions were managed within 5% of their planned budgets.

Looking forward

Elections BC has identified five performance goals for the 2012/13 fiscal year related to preparations for the 2013 General Election and is in the process of developing appropriate performance goals for the targeted provincial enumeration that will take place preceding the election.

GOAL 2 HIGHLIGHTS OF 2011/12

Recall petitions

2011/12 saw the conclusion of the final two recall petition campaigns that began in 2010/11.

- The petition to recall the Honourable Dr. Terry Lake was not submitted to Elections BC by the deadline and was therefore determined to have failed.
- The petition to recall Marc H.J. Dalton was withdrawn by the proponent and the petition was cancelled.
- The total cost to administer these two petitions was $33,511 (note, general expenses related to all four recall petitions between November 2010 and April 2011 were attributed solely to the petition to recall the Honourable Ida Chong as the first recall petition administered).
- Further details are available in the *Report of the Chief Electoral Officer on the Recall Petitions, November 15, 2010 – April 30, 2011.*

By-election readiness and delivery

The Vancouver-Point Grey by-election was conducted over the 2010/11 and 2011/12 fiscal years, while the Port Moody-Coquitlam and Chilliwack-Hope by-elections spanned the 2011/12 and 2012/13 fiscal years.

- The by-election was administered in Vancouver-Point Grey on May 11, 2011 (further details are contained in the *Report of the Chief Electoral Officer on the Vancouver-Point Grey By-election, May 11, 2011*).
- New forms, guides and processes were developed in preparation for piloting improvements to voter registration and voting administration at advance and absentee voting in the April 2012 by-elections (further details are available in the upcoming *Report of the Chief Electoral Officer on the Port Moody-Coquitlam and Chilliwack-Hope By-elections, April 19, 2012*).
- Voting place catchment maps were developed to assist officials and voters on General Voting Day identify a voter's assigned voting place.

HST (Harmonized Sales Tax) referendum

This was the first referendum conducted entirely by mail since 2002.

- An interruption by a postal strike resulted in a two-week delay in mailing voting packages to all voters, as well as an extension to key dates for requesting and returning referendum ballots.

- More ballot packages were returned in the referendum than the number of voters who voted in the 2009 Provincial General Election.
- Counting and reporting of the results for over 1.6 million ballots was fully completed within three weeks.
- The referendum cost Elections BC $8.1 million to administer.
- Further details are available in the *Report of the Chief Electoral Officer on the HST (Harmonized Sales Tax) Referendum, June 13 - August 26, 2011.*

GOAL 3: PROVIDE AN INCLUSIVE AND ACCESSIBLE ELECTORAL PROCESS

This goal recognizes the need for the province's electoral processes to be inclusive and accessible for all British Columbia's voters. Ensuring the organization makes information and services available that meet voters' needs is fundamental to the success of Elections BC and the province's democracy.

Objective:

3.1 Provide high-quality services to clients in a manner that is responsive to their needs.

Key activities for 2012/13:

- Website enhancement and optimization
- Review community outreach officer recruitment, training, support and compensation model
- Develop new training strategies for electoral finance clients

Key performance measure 3 – Elections BC will conduct an annual survey of selected client groups to evaluate client responses to specific programs or services.

Performance Measure	2010/11 Actual	2011/12 Target	2011/12 Actual	2012/13 Target	2013/14 Target	2014/15 Target
Percentage average annual satisfaction score	N/A	80%	85.2%	80%	80%	80%

Retrospective feedback from voters and other client groups is an indication of how well Elections BC is delivering its core services. Following a general election, Elections BC commissions surveys of voters and non-voters. In the other three years of our business cycle, we survey other client groups, such as political parties or users of our Online Voter Registration system. With a benchmark score of 80%, Elections BC looks for improvement relative to the previous year or the previous time that client group was surveyed.

Looking back

In 2011/12, Elections BC surveyed local governments that used the provincial voters list to conduct their 2011 local government elections. Over 85% of jurisdictions that used the provincial voters list to conduct their elections stated that the provincial voters list was effective or very effective for establishing their qualified voter roll. The target score was 80%. These results are consistent with the local governments' level of satisfaction with the provincial voters list following the 2008 local government elections.

Looking forward

In 2012/13, Elections BC will survey the financial agents for registered political parties and constituency associations to determine their satisfaction with our service delivery.

GOAL 3 HIGHLIGHTS OF 2011/12

Developing new relationships

Elections BC collaborated with the Faculty of Design and Dynamic Media at the Emily Carr University of Art + Design on a project related to voter engagement.

- A grant was provided to the university to encourage students to develop ideas related to youth engagement, voter registration, electoral participation and civic engagement.
- The university will design a course on this subject for the Fall 2012 semester (further information to be provided next year).

Outreach

The Chief Electoral Officer and senior staff made presentations on electoral democracy to various audiences (further details in Appendix E).

Client satisfaction

"The Electoral Finance department in Elections BC is the best governmental department I've ever interacted with. Every staff member I've ever spoken to is totally pleasant and helpful."

Financial Agent

"Everyone I have dealt with at Elections BC has been great and very helpful to me!"

Financial Agent

"Thank you for the exceptionally helpful and friendly service every time I call!"

Voter
Port Moody-Coquitlam by-election

Public education

Four non-event-specific voter information YouTube videos were developed to introduce the new Chief Electoral Officer to B.C. and target the under 35 age group with some 'did you know' information about the Online Voter Registration system (OVR), updating your voter registration, the many voting opportunities available, and the Financial Reporting and Political Contributions system (FRPC).

GOAL 4: BE A LEARNING ORGANIZATION THAT DEVELOPS AND SHARES BEST PRACTICES

Elections BC is a highly focused and dynamic organization that is ready to respond to scheduled and on-demand electoral events. The organization is committed to the development and implementation of sound business and human resource policies and procedures that encourage best practices, partnerships with external clients and support for the organization's staff.

Objectives:

4.1 Participate in, encourage and support partnerships and inter-jurisdictional cooperation.

Key activities for 2012/13:

- Inter-jurisdictional event observation
- Develop and maintain partnerships
- Learning and development days

Key performance measure 4 – Elections BC will encourage staff participation in a variety of education activities.

Performance Measure	2010/11 Actual	2011/12 Target	2011/12 Actual	2012/13 Target	2013/14 Target	2014/15 Target
Percentage calculated learning index score for Elections BC's permanent staff	71.3%	80%	73.1%	80%	80%	80%

Elections BC recognizes that realizing our vision to be leaders in electoral administration requires continual renewal of partnerships with other electoral jurisdictions and external agencies, participation in professional development activities, and making the most of opportunities to share best practices both inside and outside the organization. The learning index is an aggregate measure of Elections BC's staff participation in workshops, conferences, working groups, partnership projects, inter-jurisdictional learning and employee training.

In each of the last two years Elections BC has approached its target of 80% for the learning index score. We continue to review and refine the manner in which our learning index is calculated.

GOAL 4 HIGHLIGHTS OF 2011/12

Professional development

Staff attended courses, workshops and conferences on topics such as information sharing and privacy awareness, records management and performance management.

Culture of continuous improvement

In conjunction with the addition of innovation to the list of Elections BC values, an Innovation Day activity was piloted where staff were encouraged to set aside their operational work for one day to investigate and learn about an area of interest related to election administration even if it was outside of their day-to-day responsibilities. Staff chose to investigate a variety of topics including such things as voter participation, social media usage, Internet voting, approaches to voter registration, and how to improve internal efficiencies through technology, among other topics.

Inter-jurisdictional cooperation

Staff evaluated new technologies, processes and procedures in Ontario as observers to the October 2011 Provincial General Election and the January 2012 Internet voting project. A number of senior staff visited Elections Alberta to review the Elections Alberta experience with province-wide door-to-door enumeration. The Chief Electoral Officer conducted a two-day workshop on voter registration with the Federal Electoral Institute of Mexico in Mexico City. The workshop was developed and offered to senior officials of election management bodies in Africa.

Learning culture

Staff worked with Ministry of Education service provider, Open School BC, to convert the Elections BC 101 orientation program from face-to-face delivery by senior Elections BC staff in to an online training program. This change allows new staff to learn about Elections BC in a more convenient, efficient and cost-effective manner and as a reference tool it will assist all staff with enhancing their organizational knowledge at their own pace.

Elections BC finances - 2011/12

ELECTIONS BC BUDGET PROCESS

The Select Standing Committee on Finance and Government Services has responsibility for considering and making recommendations on the budgets of Elections BC.

During the budget development process every fall, the Committee meets with each of the Officers of the Legislature to review their upcoming budget requirements and service plans. The Chief Electoral Officer, Deputy Chief Electoral Officer, Funding and Disclosure, and Deputy Chief Electoral Officer, Electoral Operations, met with the Committee on November 17, 2011. Elections BC provided the Committee with a comprehensive review of the financial results for the previous fiscal year and a budget proposal for fiscal years 2012/13 to 2014/15. The proposal detailed the budget requirements for ongoing operations and capital investments.

In consideration of the unpredictable nature of the work of the office, both the *Election Act* and the *Recall and Initiative Act* establish that all necessary expenses required for the administration of those Acts must be paid out of the consolidated revenue fund. The Select Standing Committee on Finance and Government Services recognizes that the budget needs of Elections BC are demand-driven and has established a process whereby the Chief Electoral Officer advises the Chair of the Committee in writing when additional funds are required to administer on-demand electoral events. This process has been followed for all electoral events since 2002.

In its report of December 14, 2011, the Committee recommended that Elections BC's ongoing (non-event) operating budget for fiscal year 2012/13 be $8,134,000, the same budget as for the previous fiscal year of 2011/12. The recommended capital budget for 2012/13 was $735,000. Elections BC does not have a voted appropriation in 2012/13 for events. We anticipate spending $5,224,000 in 2012/13 in preparation for the next general election and are planning enumeration activities that will also require funding.

The following table shows Elections BC's budget for fiscal 2011/12 and the actual expenditures for that year. These amounts include funding and expenditures for ongoing work, capital assets, and for events conducted in 2011/12.

Ongoing operating and event funding

	2011/12 Budget $	2011/12 Actual $	Variance $
Funding			
Estimates (Note 1)	8,134,000	8,134,000	-
Other authorizations (Note 2)	10,897,649	10,897,649	-
Total Funding	19,031,649	19,031,649	-
Expenses (Note 3)			
Salaries and benefits	3,411,000	3,357,825	53,175
Amortization	704,000	357,545	346,455
Building occupancy charges	945,000	1,023,794	(78,794)
Office expenses and telecommunications	477,000	1,133,905	(656,905)
Corporate information systems	1,232,000	982,750	249,250
Event readiness	40,000	12,311	27,689
Address and boundary maintenance	443,000	330,732	112,268
Voters list maintenance	247,000	188,210	58,790
Political entity reporting	246,000	93,962	152,038
Office salary and benefits	330,000	354,238	(24,238)
Voter education	59,000	43,056	15,944
Events (Note 4)	10,897,649	-	10,897,649
By-elections	-	778,961	(778,961)
Enumeration preparation	-	84,853	(84,853)
HST Referendum	-	8,045,480	(8,045,480)
General election preparation	-	2,230,620	(2,230,620)
Recall petitions	-	13,407	(13,407)
Total expenses	19,031,649	19,031,649	-
Funding returned	-	-	
Capital assets			
Mainframe/mini computer hardware and software	1,439,000	1,269,570	169,430

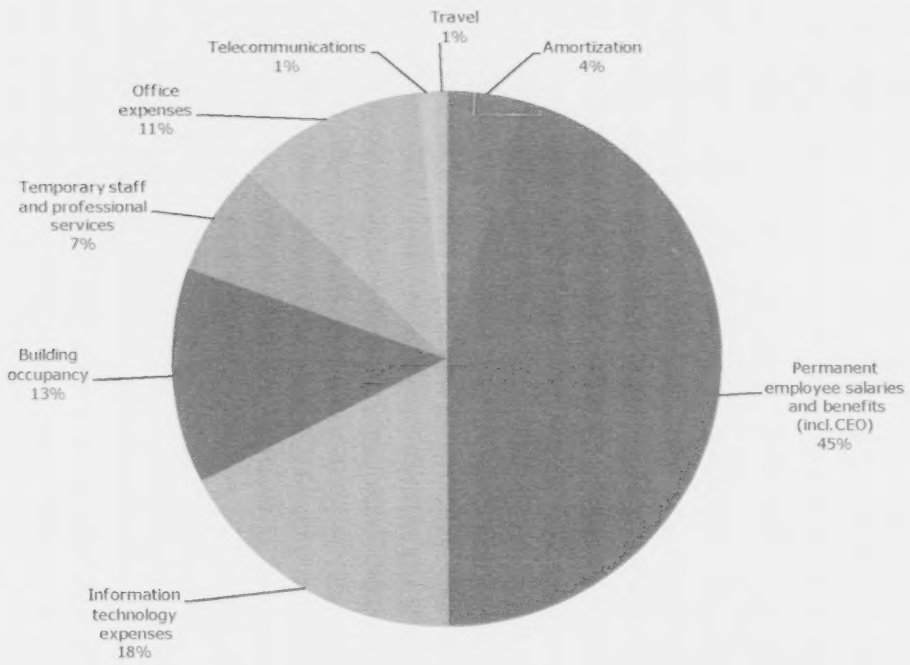
Note 1 - The ongoing (non-event) operating budget for 2011/12 was $8,134,000.

Note 2 - Other authorizations represents Election BC's share of the contingencies vote for administering the HST Referendum, by-elections, recall petitions and enumeration and general election preparation.

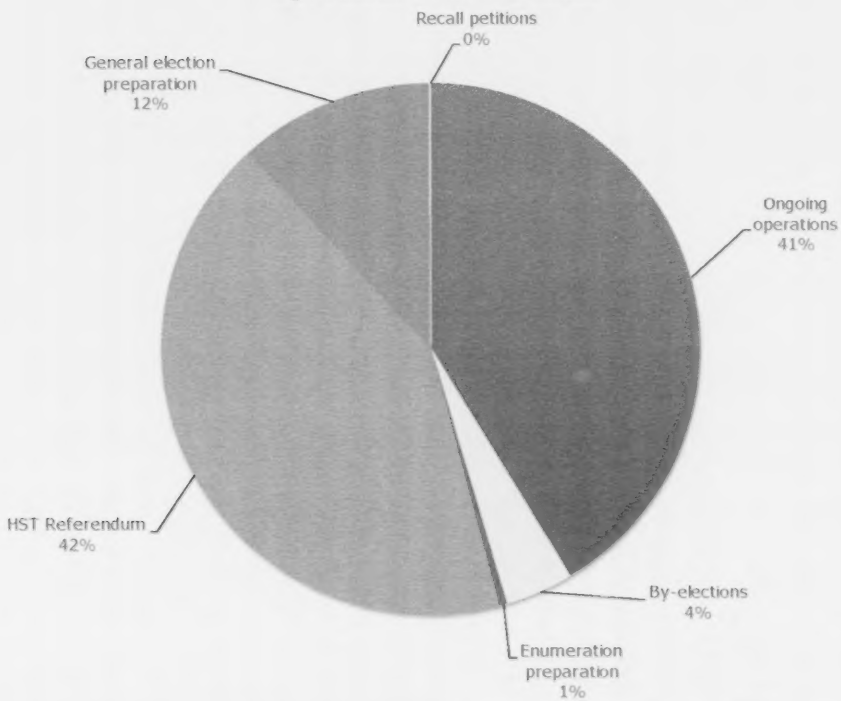
Note 3 - The budget is the Estimates budget based upon anticipated activities at the beginning of the year and does not include reallocations of budget made during the fiscal year, hence actual expenses differ from the budget.

Note 4 - The events budget is the $10,897,649 authorization from the contingencies vote for the HST Referendum, by-elections, recall petitions and enumeration and general election preparation.

2011/12 Ongoing operating actual expenditures by type



2011/12 Actual expenditures for ongoing operations and events



Elections BC finances - 2012/13 - 2014/15

The summary ongoing financial outlook illustrates the operating and capital budgets for 2012/13 and planned budgets for 2013/14 and 2014/15. The Select Standing Committee has approved these amounts. Funding for electoral events is not included here.

Summary ongoing financial outlook

		2012/13 (budget) $	2013/14 (planned) $	2014/15 (planned) $
	ONGOING OPERATING COSTS			
	Funding			
	Approved budget by SSCFGS	8,134,000	8,210,000	8,360,000
	Total funding for ongoing operating costs	8,134,000	8,210,000	8,360,000
Notes	**Expenses for ongoing operating costs**			
1	Salaries and benefits	3,598,000	3,598,000	3,598,000
2	Amortization	733,000	753,000	919,000
3	Building occupancy charges	1,006,000	1,006,000	1,024,000
4	Office expenses and telecommunications	407,000	389,000	365,000
5	Corporate information systems	1,316,000	1,471,000	1,301,000
6	Event readiness	10,000	10,000	10,000
7	Address and boundary maintenance	346,000	293,000	263,000
8	Voters list maintenance	107,000	107,000	137,000
9	Political entity reporting	226,000	198,000	358,000
10	Officer salary and benefits	326,000	326,000	326,000
11	Voter education	59,000	59,000	59,000
	Total expenses for ongoing operating costs	8,134,000	8,210,000	8,360,000

1 See the following page for detailed information on notes 1 -11.

	2012/13 (budget) $	2013/14 (planned) $	2014/15 (planned) $
CAPITAL ASSETS			
Approved budget by SSCFGS			
Mainframe/mini computer hardware and software	735,000	700,000	1,050,000
Total funding for capital assets	735,000	700,000	1,050,000
Expenditures for capital assets			
Mainframe/mini computer hardware and software	735,000	700,000	1,050,000
Total expenditures for capital assets	735,000	700,000	1,050,000

1. The salaries and benefits line includes salaries and benefits for Elections BC's 44 permanent employees. All employees are paid in accordance with policies established by the BC Public Service Agency.
2. Amortization is the allocation of costs of capital assets over their estimated useful life, and it is closely tied to capital spending. Amortization of the Electoral Information System, the Recall and Initiative Verification System (RIVERS), the Financial Reports and Political Contributions system, Inventory Distribution System and other electoral event systems, office computer systems and furniture are included in this line.
3. Building occupancy charges are rental charges for office and warehouse space.
4. Office expenses and telecommunications includes telephones, supplies, equipment, postage, courier, bank charges, staff training, travel, legal fees and statutory advertising.
5. Corporate information systems include technology services such as support of computers, servers and applications; maintenance of applications such as the Electoral Information System, the Online Voter Registration System and the Recall and Initiative Verification System; and support for technical infrastructure such as shared file storage, printing, firewalls, servers, workstations, local area networks, backup and recovery, and office automation software. Also included in this budget line is the cost of email accounts; a portion of network costs; licensing and maintenance fees for various software and hardware; costs for purchasing software and repairing hardware; and fees for the Internet service on which the Elections BC website is hosted.
6. Event readiness includes expenses necessary to ensure that Elections BC maintains a constant state of readiness to administer on-demand events such as by-elections, initiative petitions and recall petitions. Expenses include the printing of forms and guides.
7. Address and boundary maintenance involves the upkeep of voting area boundaries to satisfy legislative requirements and to enhance the accessibility of voting places to voters. It also includes the production of high quality electoral data and information through the continual custodianship of a geo-spatial database containing B.C.'s electoral boundaries, road network and address data. This means to accurately and efficiently derive physical addresses from provided addresses and assign physical addresses to electoral districts and voting areas; to maintain a current and complete register of physical addresses for residential and non-residential properties, along with their electoral district and voting area assignments; and to communicate this electoral information through map products and web tools.
8. Voters list maintenance includes information technology costs and costs related to the transfer of voter data. The voters list contains the names and residential addresses of all individuals registered to vote in B.C. It is a fundamental component of all electoral events and is used to ensure only registered voters vote and to prevent voters from voting more than once. It is also used to ensure that only registered voters sign recall and initiative petitions.

9. Political entity reporting includes the costs associated with reviewing financing reports of candidates, political parties and constituency associations; conducting investigations of political entities, candidates and election advertising sponsors in accordance with section 276 of the *Election Act*; development and delivery of guides, forms and training for political entities, financial agents and auditors; registration and the maintenance of the registration information of political parties, constituency associations and advertising sponsors; and maintenance of the Financial Reports and Political Contributions system.
10. The salary of the Chief Electoral Officer is established by the *Election Act* and is equal to the salary paid to the Chief Judge of the Provincial Court.
11. Voter education includes the cost of public education activities, including the production of teacher resources. The Grade 5 resource, "The Election Tool Kit," and the Grade 11 resource, "Think Choose VOTE," aim to introduce youth to the importance of active participation in the provincial electoral process. The school resources are designed to fulfill learning outcomes of the Grade 5 and Grade 11 B.C. curricula.

Appendices

Appendix A: "At-a-glance" projects and activities, 2012/13
Appendix B: Political party registrations and deregistrations
Appendix C: Constituency association registrations and deregistrations
Appendix D: Orders of the Chief Electoral Officer
Appendix E: Activities of the Chief Electoral Officer
Appendix F: Reports of the Chief Electoral Officer

APPENDIX A: "AT-A-GLANCE" PROJECTS AND ACTIVITIES - 2012/13

Goals	1. Ensure ongoing support and enhancement of the electoral process	2. Ensure efficient and effective administration of electoral events
Objectives and projects	**Ensure the ongoing functioning of critical information systems** Projects: ▪ Perform short term and long term upgrades to the Electoral Information System (EIS) ▪ Develop a strategic systems information plan	**Ensure Elections BC maintains event readiness for scheduled and on-demand events** Projects: ▪ 2013 General Election preparation ▪ Port Moody-Coquitlam and Chilliwack-Hope by-election delivery ▪ By-election readiness ▪ Enumeration ▪ Review and update District Electoral Officer (DEO) Manual
	Maintain a sound infrastructure that meets organizational needs Projects: ▪ Implement a client relations and correspondence tracking system ▪ Implement a consolidated FAQ database	**Improve voting process to better serve voters and realize efficiencies** Projects: ▪ Voting modernization (advance voting efficiencies and voting place catchment maps) ▪ Voting area redistribution
	Ensure efficient and effective management of the voters list, address data and electoral geography Projects: ▪ Upgrades to electoral geography system – Integrated Digital Electoral Atlas (INDEA) ▪ Improve mailing address accuracy ▪ Conduct voters list quality study	**Improve the current model for election administration in the field** Projects: ▪ Improve DEO communication with HQ using technology ▪ Develop field support model for DEOs ▪ DEO performance tracking
Ongoing work	▪ Maintain policies and procedures ▪ Maintain voters list and electoral geography ▪ Maintain IT infrastructure ▪ Develop and update geography products ▪ Review legislation and legislative interpretation ▪ Receive and review annual financial reports of political parties and constituency associations ▪ Enforce legislation ▪ Election Advisory Committee liaison and consultation ▪ Manage records and dockets ▪ Manage warehouse ▪ Maintain risk management program ▪ Maintain corporate performance measurement program ▪ Enhance planning framework ▪ Prepare and maintain annual budgets ▪ Maintain and administer facilities ▪ Maintain register of political parties, constituency associations and election advertising sponsors ▪ Maintain intranet and internal communication tools ▪ Perform policy development	▪ Administer recall process (on-demand) ▪ Administer initiative petition process (on-demand) ▪ Deliver enumeration ▪ Deliver by-election(s) (on-demand) ▪ Deliver referenda (on-demand)

Goals	3. Provide an inclusive and accessible electoral process	4. Be a learning organization that develops and shares best practicess
Objectives and projects	**Provide high quality services to clients in a manner that is responsive to their needs** Projects: ▪ Develop new training program for electoral finance clients ▪ Review community outreach officer recruitment, training, support and compensation model ▪ Website enhancement and optimization ▪ Develop election information web videos ▪ Pre-election voter awareness survey ▪ Post-election voter/non-voter satisfaction survey	**Participate in, encourage and support partnerships and inter-jurisdictional cooperation** Projects: ▪ Inter-jurisdictional event observation ▪ Chair Technology Committee of the Conference of Canadian Election Officials ▪ Active participation in Conference of Canadian Election Officials and the Advisory Committee of Electoral Partners
Ongoing work	▪ Prepare and deliver financial agent training ▪ Scan and post financing reports ▪ Prepare political contributions data ▪ Issues management and media relations ▪ Update website on regular basis ▪ Political party information sessions ▪ Maintain and enhance public education programs ▪ Ongoing voter education and awareness and school programs ▪ Review of voting area boundaries ▪ Respond to inquiries from the public and other stakeholders	▪ Ongoing liaison with electoral agencies ▪ Research and development ▪ Develop and maintain partnerships ▪ Develop and maintain staff ▪ New employee orientation ▪ Planning framework training ▪ Internal workshop program ▪ Employee Performance and Development Program

APPENDIX B: POLITICAL PARTY REGISTRATIONS AND DEREGISTRATIONS

As of March 31, 2012, there were 27 political parties registered in B.C.

The following political party registrations and deregistrations occurred between April 1, 2011 and March 31, 2012.

Political party registrations

- Helping Hand Party
- New Wave
- People's Senate Party
- Individual Rights Party of British Columbia

Voluntary political party deregistrations

- Democratic Reform B.C.

APPENDIX C: CONSTITUENCY ASSOCIATION REGISTRATIONS AND DEREGISTRATIONS

As of March 31, 2012, there were 144 constituency associations registered in B.C.

The following constituency association registrations and deregistrations occurred between April 1, 2011 and March 31, 2012.

Constituency association registrations

British Columbia Conservative Party

- Burnaby North Constituency Association British Columbia Conservative Party
- Burnaby-Edmonds Constituency Association British Columbia Conservative Party
- Burnaby-Lougheed Constituency Association British Columbia Conservative Party
- Delta North Constituency Association British Columbia Conservative Party
- Delta South Constituency Association British Columbia Conservative Party
- Fort Langley-Aldergrove Constituency Association British Columbia Conservative Party
- Kelowna-Lake Country Constituency Association British Columbia Conservative Party
- Langley Constituency Association British Columbia Conservative Party
- North Vancouver-Lonsdale Constituency Association British Columbia Conservative Party
- Richmond East Constituency Association British Columbia Conservative Party
- Richmond Centre Constituency Association British Columbia Conservative Party
- Skeena Constituency Association British Columbia Conservative Party
- Stikine Constituency Association British Columbia Conservative Party
- Surrey-Panorama Constituency Association British Columbia Conservative Party
- Surrey-Tynehead Constituency Association British Columbia Conservative Party
- Surrey-Whalley Constituency Association British Columbia Conservative Party
- Vancouver-False Creek Constituency Association British Columbia Conservative Party
- Vancouver-Kingsway Constituency Association British Columbia Conservative Party
- Vancouver-West End Constituency Association British Columbia Conservative Party
- Victoria-Swan Lake Constituency Association British Columbia Conservative Party
- Victoria-Beacon Hill Constituency Association British Columbia Conservative Party
- West Vancouver-Sea to Sky Constituency Association British Columbia Conservative Party
- Westside-Kelowna Constituency Association British Columbia Conservative Party

Green Party Political Association of British Columbia

- Cowichan Valley Constituency Association Green Party Political Association of British Columbia
- Victoria-Beacon Hill Constituency Association Green Party Political Association of British Columbia

Independent

- Cariboo North Constituency Association Independent MLA Bob Simpson

Voluntary constituency association deregistrations

Green Party Political Association of British Columbia

- Esquimalt-Royal Roads Constituency Association Green Party Political Association of British Columbia

APPENDIX D: ORDERS OF THE CHIEF ELECTORAL OFFICER

Section 280 of the *Election Act* establishes the authority of the Chief Electoral Officer to make specific or general Orders under certain circumstances. Between April 1, 2011 and March 31, 2012, eight Orders were made by the Chief Electoral Officer. The Orders are summarized below:

ORD002-2011[1]
May 11, 2011

A voter in Vancouver-Point Grey applied for a voting package under s. 106 of the *Election Act* using the online application form available from the Elections BC website, but due to a technical issue, the voting package was not sent to the voter until May 11, 2011. The voter was unable to deliver the voting package to the Vancouver-Point Grey district electoral office by the close of voting. The voter was permitted to return the voting package provided that it was post-marked by the close of voting for the by-election and was received by the District Electoral Officer prior to final count. The voting package would be accepted by the District Electoral Officer as if it had been received by the deadline.

ORD003-2011
June 30, 2011

Due to a stoppage in mail delivery by Canada Post, the deadline for requesting an HST Referendum Voting Package was extended to midnight on Friday, July 22, 2011, and the deadline for the close of voting was extended to 4:30 p.m. on Friday, August 5, 2011.

ORD004-2011
August 3, 2011

Due to an error by an Elections BC service provider, 30 voters that requested an HST Referendum Voting Package prior to the legislated deadline were not issued a voting package until August 3, 2011, when the error was discovered. The deadline for returning a ballot package was extended to 4:30 p.m. on Monday, August 15, 2011, for these voters.

ORD005-2011
August 5, 2011

Due to an error by an Elections BC service provider, 12 voters that requested an HST Referendum Voting Package prior to the legislated deadline were not issued a voting package until August 5, 2011, when the error was discovered. The deadline for returning a ballot package was extended to 4:30 p.m. on Wednesday, August 17, 2011, for these voters.

ORD006-2011
August 8, 2011

In some households receiving more than one HST Referendum Voting Package, two or more voters in the same household inadvertently voted using each other's voting package. Where referendum officials could determine that, apart from this error, the ballot packages submitted by these voters were completed as required by the Regulation, and that the voters in each case only voted once in the referendum, these ballot packages were considered for counting as if each individual in the household voted using the ballot package issued to them.

ORD007-2011
August 11, 2011

Due to a sorting error by an Elections BC mail services provider, 52 HST Referendum Ballot Packages that were mailed to Elections BC by voters in early July were not delivered to Elections BC prior to the close of voting. These ballot packages were considered for counting as if they had been received prior to the close of voting.

1 Orders are numbered by calendar year rather than fiscal year. For ORD001-2011, see the Elections BC Annual Report, 2010/11.

ORD008-2011
August 11, 2011

Due to errors by Elections BC or a service provider, 39 voters that requested an HST Referendum Voting Package prior to the legislated deadline were not issued a voting package until after the close of voting when the error was discovered. The deadline for these voters to return a ballot package was extended to 4:30 p.m. on Friday, August 19, 2011.

ORD009-2011
August 11, 2011

Due to an interruption in mail service by a mail services provider, two voters in the same household that requested HST Referendum Voting Packages prior to the legislated deadline did not receive their voting packages until after the close of voting. The deadline for these voters to return a ballot package was extended to 4:30 p.m. on Friday, August 19, 2011.

APPENDIX E: ACTIVITIES OF THE CHIEF ELECTORAL OFFICER

The Chief Electoral Officer and his senior staff meet regularly with a wide variety of stakeholders. The following are some examples of the meetings or events that were held or attended in the last year.

Advisory Committee of Electoral Partners
Annual Conference of Canadian Election Officials
Annual Conference of the Council on Governmental Ethics Laws
B.C. Legislative Internship Program
B.C. Teachers' Institute
Canadian Bar Association, Public Sector Lawyers
Canadian Political Science Conference
Concordia University, Workshops on Social Science Research
Election Advisory Committee
General Election Visitors Program: Alberta
General Election Visitors Program: Ontario
Instituto Federal Electoral (IFE), Mexico
National Round-table on Declining Voter Engagement
Redistribution Conference: Elections Canada
Rotary International, Saanich
Simon Fraser University graduate students, Administration of Justice course

APPENDIX F: REPORTS OF THE CHIEF ELECTORAL OFFICER

The following is a list of reports and publications Elections BC has tabled in the last fiscal year. Each report is available on the Elections BC website.

Reports of the Chief Electoral Officer

Report of the Chief Electoral Officer on Recommendations for Legislative Change – November 21, 2011
Report of the Chief Electoral Officer on the HST (Harmonized Sales Tax) Referendum – June 13 - August 26, 2011
Report of the Chief Electoral Officer on the Vancouver-Point Grey By-election – May 11, 2011
Report of the Chief Electoral Officer on the Recall Petitions – November 15, 2010 - April 30, 2011

Other

Discussion Paper: Internet Voting – August 2011

Glossary

By-election

An election other than one conducted as part of a general election.

Electoral district

The province is divided into electoral districts (constituencies or ridings), each returning one Member to the Legislative Assembly.

Enumeration

The registration or confirmation of registration of voters by residence-to-residence visitation or by another method directed or authorized by the Chief Electoral Officer.

General election

Elections called on the same date for all electoral districts in the province to elect all Members of the Legislative Assembly.

Initiative petition

A petition under the *Recall and Initiative Act* to have a proposed law introduced in the Legislative Assembly.

Initiative vote

If the Select Standing Committee on Legislative Initiatives refers a successful initiative petition and draft Bill to the Chief Electoral Officer, the Chief Electoral Officer must hold an initiative vote under the *Recall and Initiative Act*.

Recall petition

A petition under the *Recall and Initiative Act* to remove a Member of the Legislative Assembly from office between elections.

Redistribution

A process to change electoral boundaries to account for population changes and other concerns regarding fair and effective representation.

Referendum

If the Lieutenant Governor in Council considers that an expression of public opinion is desirable on any matter of public interest or concern, the Lieutenant Governor in Council may, by Regulation, order that a referendum be conducted under the *Referendum Act*. A referendum is binding on the government that initiated it.

Voters list

The voters list is prepared and maintained by the Chief Electoral Officer, and contains the names and residential addresses of registered voters in each electoral district.

Voting area

An electoral district is divided into voting areas for the purpose of assigning voters to voting places. A voting area is generally a geographic area containing no more than 400 registered voters.

Mailing Address:

PO Box 9275 Stn Prov Govt

Victoria BC V8W 9J6

Phone: 250-387-5305

Toll-free: 1-800-661-8683 / TTY 1-888-456-5448

Fax: 250-387-3578

Toll-free Fax: 1-866-466-0665

Email: electionsbc@elections.bc.ca

Website: www.elections.bc.ca

ELECTIONS BC
A non-partisan Office of the Legislature

8008 (12/08)